

**Approved Minutes – JLMC**  
**Tuesday, August 9, 2016**  
**Windham Fire Station, Fellows Rd, Windham NH**

The meeting was called to order by Bill Martineau at 9:05 am.

**Members Present:** Cheryl Haas (Non-Union), Deputy Fire Chief Bill Martineau (Management), Dave Poulson (Management).

**Members Excused:** Pat Robertson, Nicole Bottai, Charlotte Misuraca, Chris Van Hirtum, Selectman Liason Jennifer Simmons.

**Minutes:** Dave Poulson made a motion to approve the minutes of June 6, 2016; Cheryl Haas seconded; the vote carried 3-0.

*EAP* – Town Hall; for the next meeting, we will follow up with Nicole Bottai and Charlotte Misuraca to confirm that this has been completed.

*AED's*- AED cabinets were installed inside the Guard House at the Beach, as well as inside at Griffin Park. We just need the cabinets to be wired into the alarm system.

*Trainings* – once a quote is received regarding the new panic alarms, and a decision is made on if new ones are purchased, we will move forward with trainings. Safety with the panic alarm trainings will be combined with fire extinguisher training. Deputy Martineau is going to do a fire extinguisher training on site at the Transfer Station for those employees due to staffing issues.

*Building Inspections* - the inspections were completed. Batteries were replaced in the emergency lighting fixtures as well.

*Incident/Accident Reports:* There were none for this meeting.

The next meeting is Tuesday, October 18, 2016 at 9 am at the Windham Fire Station, Fellows Rd.

Dave Poulson made a motion to adjourn at 9:15 am; seconded by Cheryl Haas, the vote carried 3-0.

Respectfully Submitted:  
Cheryl Haas, Secretary